

Report for Week Ending 23 January 1957
from
PROJECT STAFF

Projects 4-83, 4-84, 4-96, 5-59, 5-68

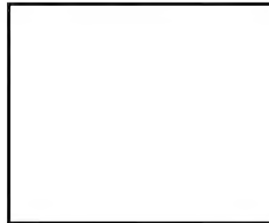
No change from previous report.

General Information

25X1 [] attended the IRAC meeting on Correspondence Management.

25X1 [] attended the Indoctrination Session on RAMAC conducted by the IBM Corporation for this Agency.

25X1 No visitors were taken to [] this week.



25X1

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from
Records Disposition Branch

25X1 Project 6-40 Office of Central Reference [] - Schedules are being drafted for Acquisition Branch, Library. Records retirement proposals were approved by [] for the shipment of over 600 cubic feet of material to the Records Center. The project will commence on 30 January 1957 and we will furnish assistance in preparing the material for shipment.

25X1

Project 6-70 Cable Secretariat [] - No change from previous report. Project is 70% complete.

25X1

General Information

The National Archives received a memorandum from State requesting approval for the transfer of 20 cubic feet of records to this Agency. The material consists of approximately 5,500 investigation dossiers of prospective employees for Radio Free Europe. Negotiations for the transfer will begin as soon as additional information concerning the requestor is obtained.

Prepared and forwarded a proposed letter of transmittal to the ARO/OL. This transmittal will be used in preparing a memorandum and instructions for applying records schedules when they are transmitted to the Staffs and Divisions for application. Review of the schedule for the Office of Logistics is continuing.

A request for authority to transfer certain captured Japanese records to the Air Weather Service has been received from the Library, OCR. The matter is being coordinated with the Air Force and the National Archives and Records Service.



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